

## CONTINUING EDUCATION CREDIT

*For Michigan Department of Environmental Quality, Environmental Science & Services Division  
Certified Waterworks Operators*

A holder of a "1", "2", or "3" level certificate is required to obtain not less than 24 hours (2.4 CECs) of credit during the certificate renewal period. Holders of a "4" level certificate are required to obtain not less than 12 hours (1.2 CECs) of credit during the certificate renewal period. Holders of a "5" level certificate are required to obtain not less than 9 hours (0.9 CECs) of credit during the certificate renewal period. Continuing education credit may be awarded to individuals successfully completing a course. In order for a training course to qualify for continuing education, it must be advisory board-approved. Individuals may contact Matt Tomlinson at 517-241-8913 about continuing education credit for courses not shown on this document or view a listing of approved courses at <http://www.michigan.gov/deqoperatortraining>.

**Successful Course Completion** - One or two day meetings and seminars require full day attendance for successful completion. Upon arrival at the meeting or seminar (within 30 minutes of the start of the meeting), individuals desiring continuing education credit must obtain a continuing education credit form. This form must be validated by a course official immediately following the conclusion of the meeting. The individual retains a copy of this form and a second copy is left with the course official. This second, validated form will be sent to the Environmental Science and Services Division, DEQ and recorded. If an individual leaves a meeting early, the form will not be validated and continuing education credit will not be given. Credit for one and two-day meetings of this type are normally assigned on the basis of contact hours with 1.0 CEC for 10 contact hours. Partial credit will not be given for one-day meetings. For courses of a longer duration, such as the 3-day courses or 12-week courses, successful completion for full credit generally requires individuals to, in addition to meeting the attendance requirement, write and pass a course-ending quiz. Individuals not passing the course ending quiz, but otherwise fulfilling the course requirements, may be awarded a lesser number of continuing education credits (partial credit).

**Repeat Credit** - Full credit may be awarded for repeat attendance at meetings and seminars with a changing course content or agenda, such as Regional Meetings and the Michigan Section, AWWA and Michigan Rural Water Association annual conferences. For courses that basically repeat the course content, continuing education credit may be awarded to the individual for each successful repeat that occurs outside or after his or her current renewal cycle. No credit will be awarded for repeating such courses during the current certificate renewal period. This method for calculating repeat credit became effective on April 17, 2003. Courses taken prior to this date will be subject to the repeat credit considerations in effect at the time they were taken.

**Credit for Course Instructors** - Continuing education credit for course instructors may be awarded for certain courses of long duration. Such credit will be awarded based on the number of contact hours available to students taking the course, except that instructors may not be awarded more than one-half the number of continuing education hours required for their own level of certification. This maximum value applies to all such courses conducted by an instructor within the instructor's current renewal period.

**In-Service Training & College Courses** - Advisory board-approved water utility in-service training and individual college courses may be awarded continuing education credit. Water utility in-service training programs must be approved by the advisory board of examiners. Credit will be given for any college course if the course is a semester in duration, deals with the operation, maintenance or supervision of a waterworks system and the student receives a grade C (2.0) or better. The following course categories merit credit: Math, Chemistry, Physics, Computer, Electronics, Public Administration/Management, Mechanics/Technical, General Business, Engineering, Technical Writing/Communication, and Microbiology. It is recommended that students electing to take such courses contact Matt Tomlinson at 517-241-8913 prior to enrolling in the course.

**Other Credit** - Continuing education credit equal to 1 hour (0.1 CEC) maximum may be awarded annually for an active individual, an active affiliate or an active organization representative membership in certain organizations, such as the American Water Works Association (AWWA) and Michigan Rural Water Association (MRWA). This credit value is based upon full year membership as of December 31 of each year. Accordingly, individuals holding membership each month of the 3-year renewal period may be awarded the maximum available credit of 3 hours (0.3 CECs). This credit may also be awarded in ensuing renewal periods. Also, a maximum of 6 hours (0.6 CECs) for exhibits, such as Joint Expo or MRWA annual exhibits will be allowed in any 3-year renewal cycle.

# CONTINUING EDUCATION CREDITS ALLOWED FOR VARIOUS COURSES OF STUDY

## Approved Training Courses offered by DEQ and Michigan Section, AWWA:

	<u>MAX. POINTS GIVEN</u>
Applied Hydraulics	3.8
Applied Mathematics	3.8
AWWA Annual Section Meeting	1.2
AWWA Annual Section Exhibits	0.1
AWWA Membership (per year)	0.1
AWWA Pre-Conference Seminar	0.3
Advanced Cross Connection Control Seminar	0.5
Basic Chemistry	3.8
Basic Cross Connection Control Seminar	0.5
Basic Electricity Short Course	2.5
Basic Math & Hydraulics Short Course	2.5
Drinking Water Lab Seminar	0.5
Fall Distribution System O & M	5.0
Fall Regional Meetings (per year)	0.5
Improving Employee Performance	1.3
Joint Expo (annually)	0.2
Limited Treatment Short Course	2.5
Local Operator Association Meetings	0.1
Manufactured Housing--Water Systems	0.5
Math Short Course	2.5
M.S.U. Ground Water Seminar	1.0
M.S.U. Water Bacteriology Course	3.0
M.S.U. Water Chemistry Course	3.0
Operators' Day (per session)	0.3
Research & Technical Practices Seminar	0.5
Spring Regional Meetings (per year)	1.0
U of M Borchardt Conference	1.5
U.P. Distribution Seminar	0.9
U.P. Institute	0.9
Various One-Day Meetings, Seminars & Workshops	0.5
Water Distribution Short Course	2.5
Water Plant Operator Meetings	0.3
Water Treatment Short Course I	2.5
Water Treatment Short Course II	2.5
 <b><i>*Home Study Training Programs:</i></b>	
Applied Mathematics Correspondence Course	2.4
Basic Math Concepts Correspondence Course	2.4
MSU Effective Communication	3.0
MSU Maintenance Management	3.0
MSU Supervisory Management	4.0
Small Water System O & M	2.4
Water Distribution System O & M	2.4
Water Treatment Plant Operation, Volume I	4.0
Water Treatment Plant Operation, Volume II	4.0